

CENTRALLY ASSESSED PROPERTY TIME FRAME FOR YEAR 2005

November 24, 2004	Mail out property tax bills to railcars under \$500,000
December 31, 2004	Mail Operator's Statements to centrally assessed companies
January 14, 2005	Mail Cap Rate Conference Invitation Letter to companies and counties
February 6, 2005	New STC Forms R changes and revisions, which will be reflected in the current years assessment, due to the Tax Commission
February 14, 2005	State Tax Commission begins mailing county map changes to centrally assessed companies
March 23, 2005	Cap Rate Conference
April 4, 2005	Supervisor meets with staff appraisers to review cap rates
April 11, 2005	Notify companies in writing of staff's adopted cap rates
April 29, 2005	All Operator's Statements due to the Tax Commission
May 9, 2005	Mail filing reminder letters to non filing companies
May 9, 2005	Notify County Assessors in writing of staff's adopted cap rates
June 2, 2005	Appraisal staff meets with supervisor and/or Division Administrator to review appraisals
June 6, 2005	Mail appraisals, working papers and notification of appeal rights and procedures to centrally assessed companies. Mail certified letter to companies not submitting Operator's Statements showing arbitrary values and appraisal review meeting time and date Schedule appraisal review meetings
June 20 – 24, 2005	Conduct appraisal review meetings
July 5, 2005	Mail amended appraisals or letters notifying company of changes after appraisal review meetings and August 1 deadline for filing appeals Mail Preliminary County values to the Assessors Mail Preliminary district values to the Clerks
July 13, 2005	Assessors Written Requests for re-examination of values must be received Utility Annexation Values to Clerks
August 1, 2005	Last day for written formal hearing request (postmarked or hand delivered)
August 8-22, 2005	State Board of Equalization
August 31, 2004	Mail District Certification printout to County Clerks Mail Final company values to the County Assessors AS-400 tapes to Technical Support Bureau
August 31, 2004	Mail Certification printout to companies
2/8/2005 (rholtlander)	